



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF PLUMBING &amp; HVACR EXAMINERS</b>
<b>MEETING DATE AND TIME:</b>	<b>Tuesday, May 11, 2010 8:30 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon
<b>MINUTES APPROVED:</b>	June 8 2010

**MEMBERS PRESENT**

Robert Briccotto, Jr., Professional Member, President  
Dean Sherman, Professional Member, Vice President  
Carol Guilbert, Public Member, Secretary  
Frank Beebe, Professional Member  
Shirley Good, Public Member  
James Anderson, Public Member  
Jerome Todd, Professional Member  
Christopher Preston, Professional Member

**MEMBERS ABSENT**

Gerard Pepeta, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Patricia Oliva, Deputy Attorney General  
Judy Letterman, Administrative Specialist III

**OTHERS PRESENT**

Charles Robinson  
Chuck Davidson  
Ming Lu

## **CALL TO ORDER**

Mr. Briccotto called the meeting to order at 8:47 a.m.

## **REVIEW OF MINUTES**

A motion was made by Mr. Sherman seconded by Mr. Preston to approve the April 13, 2010 meeting minutes. The motion was unanimously carried.

## **UNFINISHED BUSINESS**

### **Signing of Decision and Order**

Signing of the orders has been tabled.

### **Re-Review of Applications**

A motion was made by Mr. Sherman seconded by Ms. Guilbert to approve the applications of Steven Owens, Wray Paynter and Kelvin Green and to propose to deny the application of Januza Stachon due to lack of 2 years of experience after completion of his apprenticeship program which was completed in April 2009. The motion was unanimously carried.

### **Discussion of Proposed Legislation**

Mr. Briccotto informed the Board that he attended a committee meeting concerning the proposed legislation that could change the Board's current reciprocity process. The proposal legislation is currently on hold until additional information can be obtained from the Maryland HVACR Board.

### **Discussion of Plumbing Code Authority**

Mr. Sherman informed the Board that they could be faced with the challenge of being the authority to regulate the plumbing code and inspections, which historically has been regulated by the Division of Public Health.

## **NEW BUSINESS**

### **Ratification of Applications**

A motion was made by Mr. Sherman, seconded by Ms. Guilbert to ratify the applications of Neil Baisch, Vance Fitzgerald, Joseph Davis, Jr. and Charles Morgan. The motion was unanimously carried.

### **Review of Grandfathered Applications**

There were no applications for review. The applicants with pending applications will be notified to submit the required missing documentation by a specific date and if not receive the application will be considered abandoned.

### Review of Reciprocity Applications

A motion was made by Mr. Anderson, seconded by Mr. Preston to approve the application of Sky Baski and to propose to deny the applications of Richard Woodmansee, Ryan Kolb, Eugene Gove, Jr., John Howard and Christopher Glenn since the Board does not reciprocate a journeyman license, and Michael Gibbs since the Maryland master license is a Refrigeration and Air conditioning mechanical license which does not qualify as a Delaware Master HVACR license; he can apply for the examination. The motion was unanimously carried.

### Review of Examinations

A motion was made by Mr. Sherman, seconded by Mr. Preston to approve for the Master HVACR examination the applications of, Anthony Ciconte and Carlos Thomas, the By-Pass exam the application of Jason Wegman and to table the application of Sean Starnes pending receipt of job description and Nathan Goins pending receipt of his military DD form which show his job duties while serving in the military. The motion was unanimously carried.

### Complaint Status

34-01-09-Forwarded to Office of Attorney General  
34-02-09-Forwarded to Office of Attorney General  
34-03-09-Forwarded to Office of Attorney General  
34-09-09-Closed  
34-10-09-Assigned  
34-11-09-Closed  
34-13-09-Assigned  
34-14-09-Assigned  
34-15-09-Assigned

### **OTHER BUSINESS BEFORE THE BOARD** (for discussion only)

Mr. Preston inquired about the outcome of the Department of Public Health (DPH) regulation hearing, which was held on April 22, 2010. Mr. Briccotto informed the Board that one of the changes was the adoption of the 2009 plumbing code, which will require a change to the plumbing examination. He also stated that the attorney for DPH and our attorney, Patty Oliva, would meet to discuss the plumbing permit issue.

Ms. Letterman will contact the exam service to have the updated plumbing exam in place by July 1, 2010.

The Board would like to add to the June agenda discussion on the HVACR code and inspections agencies. A copy of the electrical board's statute covering their inspection agencies requirements will be sent the members to review prior to the meeting.

Mr. Sherman asked for a presentation at the next meeting on how to file a complaint for unlicensed practice so that the members are more knowledgeable.

The Board would also like to discuss adding a statutory requirement, which would require licensees to display their plumbing and/or hvacr license numbers on their work vehicle.

**PUBLIC COMMENT**

No public comment.

**NEXT SCHEDULED MEETING**

The next meeting will be held on **Tuesday, June 8, 2010** at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

A motion was made by Ms. Guilbert seconded by Mr., Anderson to adjourn the meeting. The motion was unanimously carried. The meeting adjourned at 10:30 a.m.

Respectfully submitted,

Judy Letterman  
Administrative Specialist III